

PART 2502—AVAILABILITY OF RECORDS

Subpart A—Production or Disclosure of Records Under the Freedom of Information Act, 5 U.S.C. 552

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AUTHORITY: 5 U.S.C. 552, as amended by Pub. L. 93–502 and Pub. L. 99–570.

SOURCE: 45 FR 47112, July 14, 1980, unless otherwise noted.

Subpart A—Production or Disclosure of Records Under the Freedom of Information Act, 5 U.S.C. 552

§ 2502.1 Definitions.

- (a) *Office* or *OA* means the Office of Administration, Executive Office of the President;
- (b) *Agency* means agency as defined in 5 U.S.C. 552(e);

(c) *Workday* means those days when the Office is open for the conduct of government business, and does not include Saturdays, Sundays and legal public holidays;

(d) *FOIA* means Freedom of Information Act, 5 U.S.C. 552, as amended.

[45 FR 47112, July 14, 1980, as amended at 49 FR 28233, July 11, 1984]

§ 2502.2 Purpose and scope.

This subpart contains the regulations of the Office of Administration, Executive Office of the President, implementing 5 U.S.C. 552. The regulations of this subpart describe the procedures by which records may be obtained from all organizational units within the Office of Administration. Official records of the Office made available pursuant to the requirements of 5 U.S.C. 552 shall be furnished to members of the public only as prescribed by this subpart. To the extent that it is not prohibited by other laws the Office also will make available records which it is authorized to withhold under 5 U.S.C. 552 whenever it determines that such disclosure is in the public interest.

[45 FR 47112, July 14, 1980. Redesignated at 49 FR 28233, July 11, 1984]

§ 2502.3 Organization and functions.

(a) The Office of Administration (OA) was created by Reorganization Plan No. 1 of 1977 and Executive Order 12028. Its primary function is to provide common administrative and support services for the various agencies and offices of the Executive Office of the President. It consists of:

- (1) Office of the Director
- (2) Office of the Deputy Director
- (3) Office of the Executive Secretary
- (4) Office of the General Counsel
- (5) Six Directors and their staffs, who are responsible for the following divisions:
 - (i) Administrative Operations
 - (ii) Facilities Management
 - (iii) Financial Management
 - (iv) Information Resources Management
 - (v) Library and Information Services
 - (vi) Personnel Management
- (b) The Office has no field organization. Offices are presently located in the Old Executive Office Building, 17th